

APPROPRIATIONS COMMITTEE

Meeting Minutes

For the Meeting Held On April 17, 2014

Meeting Time : 6:30 pm

Location : Council on Aging – Media Room

Address : 328 North Main Street, East Longmeadow, MA

Meeting Posted On: **Day:** Monday **Date:** 04 / 14 / 2014
(48 hrs required)

Is Meeting Being Recorded by Digital Recorder: Yes ☒ No ☐
The Minutes of this Meeting are being taken by: Marge Larocca

Committee Members: (check if attended)

Russ Denver	✓	Eric Madison	✓	James Broderick	✓	James Walsh	✓
Dawn Starks	✓	Rocco Carabetta	✓	Sam Pizzanelli	✓	Tom Caliento	✓

Attendees: Marge Larocca, Peter Cokotis

Did the Chair release any prior Executive Session Minutes?

Yes		No	x
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Dates of Executive Session Released :

TOPIC / MATTER #1

Vote on Annual Town Meeting Warrant Articles

Summary of Matter Discussed :

- The Chairman opened the meeting
- A motion was made to recommend Warrant Article #2 (*Report of the Appropriations Committee*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #3 (*Report of the Capital Planning Committee*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #4 (*Funding of Stabilization Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #5 (*Funding of OPEB Liability/Pension Reserve Fund*). The motion was seconded and all were in favor.
- The Town Accountant gave a description of Article #6-Funding Snow & Ice projected deficit & Health Insurance deficit. The Chairman followed with a description of the decision of the Appropriations Committee in funding of the snow & ice deficit. The Town Accountant stated that he would have a better idea of the amount of free cash for the snow & ice deficit closer to Town Meeting time. The Committee members decided to make no recommendation due to insufficient information.
- A motion was made to recommend Warrant Article #7 (*Prior Years bills*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #8 (*Chapter 90 funds*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #9 (*Water Enterprise Fund*). The

motion was seconded and all were in favor.

- A motion was made to recommend Warrant Article #10 (*Sewer Enterprise Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #11 (*ELCAT Revolving Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #12 (*Center School Revolving Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #13 (*Solid Waste Revolving Fund*), not to exceed \$50,000.00. The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #14 (*Council on Aging Revolving Fund*), not to exceed 100,000.00. The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #15 (*Library Revolving Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #16 (*4th of July Parade*). The motion was seconded and discussion followed. All were not in favor. The warrant article is not recommended by the Appropriations Committee.
- A motion was made to recommend Warrant Article #17 (*Community Preservation Fund*). The motion was seconded and all were in favor.
- The Chairman spoke about a request from the Department of Public Works to meet with the Appropriations Committee to discuss a multi-phase renovation project for the Town Hall. Discussion followed about creating a recommendation for Warrant Articles #18 (*Municipal Space Purchase*) & Article #19 (*Town Hall Renovations*). It was decided not to take any action on Article #18 at this meeting, and that more information is needed on Article #19 before any recommendation can be made.

Documents or Exhibits for this Matter:

- Draft Warrant for Annual Town Meeting – May 19, 2014

Votes Taken Under this Matter :

- A motion was made to recommend Warrant Article #2 (*Report of the Appropriations Committee*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #3 (*Report of the Capital Planning Committee*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #4 (*Funding of Stabilization Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #5 (*Funding of OPEB Liability/Pension Reserve Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #7 (*Prior Years bills*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #8 (*Chapter 90 funds*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #9 (*Water Enterprise Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #10 (*Sewer Enterprise Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #11 (*ELCAT Revolving Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #12 (*Center School Revolving Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #13 (*Solid Waste Revolving Fund*), not to exceed \$50,000.00. The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #14 (*Council on Aging Revolving Fund*), not to exceed 100,000.00. The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #15 (*Library Revolving Fund*). The motion was seconded and all were in favor.
- A motion was made to recommend Warrant Article #16 (*4th of July Parade*). The

motion was seconded and discussion followed. All were not in favor. The warrant article is not recommended by the Appropriations Committee.

- A motion was made to recommend Warrant Article #17 (*Community Preservation Fund*). The motion was seconded and all were in favor.

TOPIC / MATTER #2

Water & Sewer Budget Adjustment Update

Summary of Matter Discussed :

- Mr. Broderick spoke about updates to the Water & Sewer Budget. He indicated that the water rates being charged to East Longmeadow will be going up substantially and that water fees will be raised to offset the increase. The Town Accountant noted that the water/sewer accounts will not affect the General Fund.
- Discussion followed about personnel realignments in DPW and it was noted that it was not going to be done this year.

Documents or Exhibits for this Matter:

- None

Votes Taken Under this Matter :

- None

TOPIC / MATTER #3

Birchland Park Roof \$10,000 Reserve Transfer Request

Summary of Matter Discussed :

- The Chairman gave a description of the work on the Birchland Park Middle School roof and noted that the work was started in one fiscal year and finished in the next fiscal year. He explained that the Buildings Facility Manager said that the cost for the roof repairs is \$40,000.00 and that his budget can absorb \$30,000.00, and that a reserve fund transfer will be needed to cover the additional \$10,000.00 expense.

Documents or Exhibits for this Matter:

- Reserve Fund Transfer Request - DPW

Votes Taken Under this Matter :

- None

TOPIC / MATTER #4

Discussion on April 24, 2014 Town Budget Hearing

Summary of Matter Discussed :

- The Chairman thanked all the members for their input for the slides that will be used at the Town Budget Hearing and followed with a description of the slides. The Chairman stated that departments were held to a 1% increase and that the budget is more than 1% because it includes fixed cost items.
- Discussion followed about making amendments and additions to the slides.
- The Town Accountant distributed the document, Tax Levy & Rate Analysis, and gave a description of the information. Mr. Cokotis offered some suggestions for amendments and additions to the data in the Tax Levy & Rate Analysis.
- A document from the Director of Assessing was distributed that contained the Tax Rate Recapitulation Form. The Chairman explained that this was the information that the Assessors would be presenting at the Annual Budget Forum and that he would work with the Director to simplify the information for the presentation.

Documents or Exhibits for this Matter:

- Draft Appropriations Committee Presentation for the Annual Budget Hearing; Tax Levy & Rate Analysis, Tax Rate Recapitulation Form

Votes Taken Under this Matter :

- None

TOPIC / MATTER #5
April 10, 2014 Meeting Minutes

Summary of Matter Discussed :

- A motion was made to approve the meeting minutes of April 10, 2014. The motion was seconded and all were in favor.

Documents or Exhibits for this Matter:

- April 10, 2014 Appropriations Committee Meeting Minutes

Votes Taken Under this Matter :

- A motion was made to approve the meeting minutes of April 10, 2014. The motion was seconded and all were in favor.

8:03 PM: Motion to Adjourn

Next Meeting: April 24, 2014 – 6:00PM – High School – Cafeteria